



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Denise Burke~ Town Clerk- Jo Beighton-Emms

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4 July 2024

Sir/Madam,

A meeting of the Travel & Transport Sub-Committee will be held in the Council Chamber, Council Offices, 77 High Street, Wivenhoe, on Wednesday 10 July 2024 at 6.30pm, for consideration of the business set out below.

Yours faithfully,

Jo Beighton-Emms

Town Clerk

AGENDA

A reminder to the Chair to notify attendees of the location of the fire exit and the assembly point by the WTC noticeboard located at the front of the Council Offices.

Public Questions: are invited prior to the start of the meeting for a maximum of 10 minutes and limited to 3 minutes per person at the discretion of the Chair.

PART A

1. **Apologies for absence:** To receive apologies and for councillors to accept those apologies.
2. **Declarations of interest:** To receive any pecuniary and non-pecuniary interests relating to items on the agenda.
3. **Minutes of the last meeting:** To approve the minutes of the meeting held on 26 June.
4. **Terms of Reference:** To be agreed
5. **Nominate non-councillor members**
7. **Date and time of the next meeting:** To be agreed.
8. **Exclusion of press and public:** In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Council is invited to consider if the press and public should be excluded from the meeting during the consideration of the following item(s) owing to the confidential nature of the business.

PART B

None.